



IRIS

**Quarterly Report
July-September 2001
IRIS Center**

This is the first quarterly report for 2001 for Task Order 07 under Contract PCE-I-00-97-00042-00, Forum Series on the Role of Institutions in Promoting Economic Growth. This report covers the third quarter, from July through September 2001. Since this task order went into effect on 27 September 2001, the emphasis of the program during this quarter has been initiating Phase I, identifying staffing requirements, and preparing for follow-on activities.

I. Phase I: Specific Activities

Staffing

IRIS has started identifying and contacting candidates for the previously unspecified positions of program coordinator, keynote presenters for all four forums, two additional technical paper presenters, ten of the twelve discussants for all four forums, and three of the four moderators, pending the approval of USAID. While all of these positions are subject to change depending on the applications jointly decided upon by USAID and IRIS at the initial meeting in the upcoming quarter, IRIS is working to fully staff the project as soon as possible.

Scheduling

USAID and IRIS have agreed upon the date of 11 January 2002 for Forum 1.

In the coming quarter, the project director will meet with Mr. Steve Hadley, Supervisor of Private Enterprise G/EGAD/EM, who is the head of the department that oversees this Task Order. The October 23 meeting will allow IRIS to understand more clearly which topics of subsequent research will prove most useful to USAID's current mission. The outcomes of this meeting will provide the foundations for the first start-up meeting with USAID's working group and IRIS, where we will fill out many of the details of the final forums together.

Topic and Application Proposal

IRIS has drafted and is finalizing a preliminary proposal for the specific topics and their applications to be addressed in Forums 3 and 4. This proposal will be ready for USAID input at the initial meeting in the upcoming quarter.

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II. Problems Encountered and Remedies Proposed

There is a small formatting error in the Task Order, which mistakenly lists the Project Coordinator position under “Economist/Social Scientist.” We have contacted the COTR in this regard, although there are no level of effort or cost implications. The project encountered no other problems during this quarter.

III. Financial Information

The quarterly financial report will be submitted by November 15, as stipulated by the letter of credit.